DELIVERY ORDER INVENTORY (NON PCB)

GENERATOR	EPA NUMBER	AWARDED CONTRACT NUMBER	SHADED PORTIONS TO BE COMPLETED BY CONTRACTING	
COMPLETE ADDRESS	DRMO		CONTRACT NUMBER	DELIVERY ORDER NO
COR	PICKUP LOCATION		AUTHORIZED TRANSPORTER NAME	EPA NUMBER
COMMERCIAL PHONE NUMBER	DSN PHONE NUMBER		TSDF NAME	EPA NUMBER
GENERATOR REQUEST NUMBER	RIC CODE		AUTHORIZED TRANSPORTER SIGNATURE	
DATE SENT TO CONTRACTOR	DATE RECEIVED BY CONTRACTING		AUTHORIZED CONTRACTOR SIGNATURE	

1. CLIN	2. SUFFIX	3. NSN	4. DTID			5. ITEM NAME US DOT DESCRIPTION	6 STORAGE CONTAINER DRUM NUMBER	7. STORAGE LOCATION	8. QUANTITY	9. UNIT	10. PRICE	11. AMOUNT	12. EPA WASTE CODE	13. PICKED UP		14 PICKUP MAN. # LINE CODE	15. DATE PICKED UP DD/MM/YY
			DODAAC	DATE	SERIAL									QUANTITY	UNIT		

AUTHORIZED SIGNATURE

ADDITIONAL INSTRUCTIONS DRMS 1786

1. Fill in all areas as complete as possible. Write or print legibly. May be typed or filled out on FormFlow.

2. When xeroxing copies, make sure the information is not covered up by curled edges or cut off.

3. Block 1 - CLIN suffixing is required on the delivery order request after the CLINS have been identified.

   a. Select the appropriate CLIN. (four digits shown on the contract bid schedule. Some CLINS may be followed by two alpha characters). The two alpha characters go in the first section of block 2 suffix. If the contract does not show a suffix, fill in with "00."

   b. The second section of block 2 suffix is completed after all the delivery order information is completed. Each CLIN is suffixed to make it unique, starting the first time the CLIN is identified by using 'AA', the next time the CLIN appears on the delivery order it would be 'AB' continuous through 'ZZ'. Continue to suffix until all like CLINs are suffixed. Continue to suffix each CLIN the same until you have exhausted all CLINs.

   c. Block - Insert the appropriate NSN or LSN if applicable.

   d. Block 4 - DTIDS must be complete. If all DTIDS are the same except the serial, ditto's may be used to eliminate repetition, however, each time a DODACC or date changes, the complete DTID must be indicated.

   e. Block 5 - Indicate the item name and/or the US DOT description if applicable.

   f. Block 6 - Type of storage container containing the hazardous waste and drum number(s) if desired.

   g. Block 7 - Storage location in IDMS of material to be removed by contractor.

   h. Block 8 - Quantity to be removed.

   i. Block 9 - Unit of issue as stated on contract (EA,LB,GL,CY, Etc.).

   j. Block 10 - Unit Price to be completed by contracting office.

   k. Block 11 - Amount to be completed by contracting office.

4. Pick Up Report - Pick Up Report to be completed at the time of pickup. Complete all identifier information.

   a. Block 12 - Indicate the appropriate EPA Waste Code for regulated material, for non-regulated material indicate W002.

   b. Block 13 - Picked Up 'Quantity' - total amount of CLIN removed. Picked Up 'Unit' - Unit of issue as stated on delivery order.

   c. Block 14 - On top line indicate the pickup manifest number used for the material removed. Line Code - is the alpha line on the manifest the DTID is shown (a,b,c, or d, etc.).

   d. Block 15 - Date picked up (removed from government installation), indicate the day, month and year: i.e. 05/07/97 (5 Jul 97).